



OFFICE OF THE DIRECTOR OF NATIONAL INTELLIGENCE

L E A D I N G I N T E L L I G E N C E I N T E G R A T I O N

JOB TITLE	CT Analyst
JOB ANNOUNCEMENT NUMBER	18607
SALARY RANGE	\$89,924 - \$116,901 annually
OPEN PERIOD	6/26/14 – 7/10/14
POSITION INFORMATION	Permanent-Internal
DUTY LOCATION	McLean, VA
WHO MAY APPLY	US Citizens
SECURITY CLEARANCE	TS/SCI with CI Polygraph
SUPERVISORY STATUS	No
TRAVEL REQUIRED	0-25% Travel
RELOCATION AUTHORIZED	No

ORGANIZATIONAL MISSION:

This announcement advertises a GS-13 position. Lower graded employees may apply, but if selected would accept the position as a lateral reassignment at their current grade as all promotion decisions are made during the DNI CAB process.

Component Mission:

The National Counterterrorism Center (NCTC) leads our nation's effort to combat terrorism at home and abroad by analyzing the threat, sharing that information with our partners, and integrating all instruments of national power to ensure unity of effort. The Center serves as the primary organization in the United States Government for analyzing and integrating all intelligence possessed or acquired by the United States Government pertaining to terrorism and counterterrorism, and its Director serves as the Counterterrorism Mission Manager. NCTC also serves as the central and shared knowledge bank on known and suspected terrorists and international terrorist groups, as well as their goals, strategies, capabilities, and networks of contacts and support. And it conducts strategic operational planning for counterterrorism activities, coordinating and integrating the efforts of departments and agencies across the federal government.

Office Mission:

The National Counterterrorism Center (NCTC) Directorate of Intelligence (DI) was mandated by Congress to be the primary organization in the United States Government (USG) for analyzing and integrating terrorism intelligence. The DI provides senior policymakers with integrated and coordinated terrorism analysis and produces the full range of analytic product, including daily National Terrorism Bulletins, President's Daily Briefs, short-term and longer-term research, alternative analysis, community alerts, advisories and assessments.

DUTIES:

Major Duties and Responsibilities:

Perform in-depth political, counterintelligence, or counterterrorism analyses for senior policymakers and key components in the IC, law enforcement, and the Office of the Director of National Intelligence (ODNI).



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Develop and produce a broad range of finished intelligence products in support of USG foreign policy and national security interests.

Prepare and present written and oral briefings to senior internal and external customers on significant intelligence issues.

Conduct and produce tactical, multidisciplinary, and strategic analysis that supports key US national security and foreign policy objectives and helps shape IC analysis and priorities.

Utilize a variety of methodological tools and approaches to gain a comprehensive understanding of complex and significant analytic issues; incorporate insights and findings into well-crafted, sophisticated intelligence products.

Independently gather political, social, cultural, intelligence, or historical information in support of US interests and policy objectives; identify key internal and external sources of relevant political, socio-cultural, counterintelligence, or counterterrorism information that meet customer and self-derived needs.

Maintain productive working relationships with colleagues, experts, IC members, policy committees, and law enforcement agencies as appropriate, and use these relationships to share information of interest; attend internal and external training, seminars, or conferences on broad or more strategic subject areas.

KNOWLEDGE, SKILLS, AND ABILITIES REQUIRED:

Required Knowledge, Skills and Abilities (KSAs):

Ability to effectively research, develop, and write high-quality, complex analyses, studies, projects, assignments, and briefings on key US foreign policy and national security objectives focused on a specific region or transnational issue for IC consumers and policymakers at the highest levels of government.

Thorough knowledge of IC policy and procedures, and thorough knowledge of analytic tradecraft.

Ability to remain open-minded and change opinions on the basis of new information and requirements; ability to support group decisions and solicit opinions from coworkers.

Interpersonal, organizational, and problem-solving skills, including an ability to work effectively both independently and in a team or collaborative environment, and mentor junior colleagues; creative problem-solving skills and initiative in carrying out mission responsibilities based on senior-level guidance.

Desired KSAs:

Demonstrated and exemplary interagency collaboration skills, including experience authoring joint intelligence products.

Familiarity with violent extremist analysis or South Asia issues.

Familiarity with the counterterrorism analysis discipline.



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HOW YOU WILL BE EVALUATED:

You will be evaluated based upon the narrative responses you provide to each required Knowledge, Skills and Abilities (KSA's). When describing your knowledge, skills and abilities, please be sure to give examples and explain how often you used these skills, the complexity of the knowledge you possess, the level of the people you interacted with, the sensitivity of the issues you handled, etc. Your responses should describe the experience; education; and accomplishments which have provided you with the skills and knowledge required for this position.

BENEFITS:

Please review the list of benefits below. For additional information please visit the OPM website at <http://www.opm.gov/insure/index.aspx>.

- Federal Employees Health Benefits Program
- Life Insurance
- Long-Term Care Insurance
- Federal Employees Retirement System (FERS) (new employees automatically covered). If you are transferring from another agency and covered by CSRS, you may continue in this program.
- Annual Vacation Leave
- Sick Leave
- Paid Federal Holidays
- Alternative work schedule
- **Health Care Flexible Spending Accounts**

OTHER INFORMATION:

You must submit all required information by the closing date listed. An incomplete application package will be ineligible for further consideration. The materials you send with your application will not be returned. Hardcopy applications will not be accepted.

HOW TO APPLY:

*****HOW TO APPLY*** (PERMANENT-INTERNAL APPLICANTS)**

Permanent-Internal: Refers to only those who are current ODNI cadre employees. Permanent-internal status does **NOT** include Staff Reserve employees.

If selected, ODNI permanent internal applicants would accept the position as a lateral reassignment at their current grade as all promotion decisions are made during the DNI CAB process.***

AN INCOMPLETE APPLICATION PACKAGE WILL BE INELIGIBLE FOR FURTHER CONSIDERATION.

A complete application must include the following:



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- a. RESUME - All applicants must submit a resume. Format is at the discretion of the applicant but must include: full name, address, telephone number, and email address.
- b. KSA's (Knowledge, Skills, and Abilities) - Applicants must provide a detailed supplemental narrative statement addressing each required KSA listed in the vacancy announcement. The narrative should describe the experience; education; and accomplishments which have provided you with the skills and knowledge required for this position.
- c. PERFORMANCE EVALUATIONS – Applicants are required to provide their two most recent performance evaluations as part of the application package. A justification is required as part of the application package if the applicant is unable to provide the two most recent evaluations.
- d. COVER LETTER – a separate document that acts as a supplemental to your resume, explaining the contents of your application package and allowing for an opportunity to further elaborate upon your submission.
- e. Reference the vacancy number you are applying to in the subject line and on each document submitted.
- f. NOTE - Applications should be sent to either **DNI-MSD-HR-RR** (lotus notes, classified system) or recruitment@dni.gov (unclassified). All attachments should be in Word or PDF format.

Your application **MUST** be received by the closing date of the announcement. Applications received after the close date will **NOT** be eligible for consideration.

Applications should **NOT** contain classified information above the TS//SI//TK//NOFORN level.

To verify receipt of your application package **ONLY**, you may call (703) 275-3663.

WHAT TO EXPECT NEXT:

The most highly qualified candidates will be referred to the hiring manager for further consideration and possible interview. We expect to make a selection within 30 days of the closing date of this announcement. Due to the large number of applications received, applicants will **ONLY** be contacted if they have been selected for an interview.

AGENCY CONTACT INFO:

ODNI Recruitment

Phone: (703)275-3663

Email: RECRUITMENT@DNI.GOV

WHAT TO EXPECT NEXT:

The most highly qualified candidates will be referred to the hiring manager for further consideration and possible interview. We expect to make a selection within 60 days of the closing date of this announcement. Due to the large number of applications received, applicants will **ONLY** be contacted if they have been selected for an interview.